

**THE CEDARS OF MARIN  
BOARD OF DIRECTORS MEETING  
September 19, 2019**

**Time and Place:** The Board of Directors of The Cedars of Marin held a meeting on September 19, 2019 at John Peterson Hall, upon notice duly given.

**Participants:** Scott Clifford, Scott Erickson, Anna Rosen, Terry Ross, Madeline Miller, Julie McInerny, Anna Rosen, Debra Stutsman, Steve Shaw, Greg Sherwood, Mary Gordon, Gail McCallister and Jane Brown; By teleconference, Jim Peterson and James Brentano; Absent were Scott Price and Alexis Lynch.

Attending the meeting by invitation were: prospective board members Dan Lease and Rebecca Sullivan and staff members Chuck Greene, Jeanne Lipson, KC Coco, Sue Sherer, Cheryl White and John Pope.

**Introduction:**

President Scott Clifford called the meeting to order at 12:30 p.m. Minutes were approved by the board.

Thank you to Jim Peterson, James Brentano, Greg Sherwood, and Suzanne Joy for their service on the board. Welcome Betty Le Fevre, CFA President, and Dan Lease and Rebecca Sullivan, all prospective board members.

Action Plan for board members is due in two weeks to Jeanne Lipson or Scott Clifford.

Scott, Chuck and Cheryl shared takeaways from the meeting with DDS in Sacramento regarding the rate study and main campus.

**Executive Director Summary:**

Chuck Greene encouraged each member to find something that resonates and get involved. The board and staff are entrepreneurial, and we need to capitalize on our teamwork.

**Associate Executive Director Summary:**

Cheryl White shared her observations around the day to day operations and our ability to react and aspire.

Cheryl discussed the volunteer program and goals around donor cultivation of volunteers.

Cheryl requested that the board think about advocacy opportunities given her conversations with GGRC regarding dementia and aging.

**Development Report**

Jeanne Lipson described how we are expanding the donor base and continuing to connect with the community.

Jeanne shared specifics on proclamations from 100-year anniversary.

**Finance Update**

There was a motion to approve the Budget for 2020, which was seconded and unanimously approved.

A motion was also granted to let the finance committee determine how to best allocated funds from the MHH5 refinance, including possibly paying down the loan.

### **John Pope, Textile Art Collaborative Dining Hall**

The board voted to 'green light' the budget for the TAC Dining Hall renovations including the baseline and the three options (heat and air, French doors and kitchen equipment) for a total of approximately \$650,000-\$700,000. John Pope will provide additional analysis at a future meeting.

### **Board Dashboard Goals**

Chuck summarized board and organizational performance according to the board dashboard and highlighted the single red metric where Day program income is showing a negative variance to budget.

### **Strategic Planning and Visioning**

Chuck reviewed the principles of the Strategic Plan. Regarding next steps: Pre-retreat taskforce meetings are scheduled. It would be beneficial if board members could attend the Operational Team meeting when their respective Strategic Goal is on the agenda.

### **Strategic Goal 2**

Cheryl presented the opportunities and challenges associated with Strategic Goal 2: Be a Leader in Individualized Services and Person-Centered Thinking.

### **Governance Committee**

No less than 12 board members, no more than 18 board members are permitted according to our By-Laws.

The Board is voting on Dan Lease and Rebecca Sullivan in Executive Session today.

### **Move to Executive Session**

Dan Lease and Rebecca Sullivan were voted on to the Cedars Board of Directors unanimously.

The board retreat is scheduled for November 16<sup>th</sup>.

### **Adjournment**

There being no further business, the meeting adjourned at 2:45 p.m. Pacific Time.

James Peterson, Secretary, The Cedars of Marin Board of Directors